

# Cyngor Cymuned Trefriw Community Council

Mrs Vikki Teasdale, Clerc a Swyddog Cyllid / Clerk and Finance Officer  
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14<sup>th</sup> March 2024

Dear Sir/Madam

You are hereby summoned to attend a meeting of **TREFRIW COMMUNITY COUNCIL** to be held online on Tuesday, 19<sup>th</sup> March 2024 at 7:00 pm for the purpose of transacting the following business.

Yours faithfully

*Vikki Teasdale*

Clerk to the Council

The Community Council will meet virtually via Skype (meeting code <https://join.skype.com/dVIA40MXxyu>) as permitted by The Local Government and Elections (Wales) Act 2021. **The council meeting will commence at 7pm with members of the public being allowed to speak within a fifteen-minute period at the beginning of the meeting, with individual members of the public speaking for no longer than 3 minutes on one item only and with no duplicated topics unless with a different view point.** Anyone wishing to submit questions for consideration and/or response during the public element ahead of the meeting please contact the Clerk.

## Meeting of the Council - Agenda 19<sup>th</sup> March 2024

- 182. To confirm that a Quorum of elected members is present**  
A quorum is to be confirmed by the Chair
- 183. Apologies (LG Act 1972 Sch 12)**  
To note and/or formally accept apologies subject to Council's approval
- 184. Declarations of Interest LG Act 2000 s50 Local Authorities (Wales) Order 2008/788**  
To disclose personal and financial interest in items of business listed below
- 185. Minutes (LGA 1972 Sch. 12 par 41[1])**  
To receive and approve the minutes of the Council meeting held on 16 January 2024
- 186. Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960**  
Council to consider a recommendation to resolve that any members of the press or public be excluded during consideration of any of the below agenda items by reason of the confidential nature of the item of business to be transacted in accordance with the provisions of the Act
- 187. Co-option of New Councillor**  
**187.1** Council to consider and move to vote upon the application received to fill a vacancy within the Trefriw ward; and  
**187.2** Council to witness and receive the signing of the Declaration of Acceptance of Office
- 188. Chair's Announcements**
- 189. Finance**  
**189.1** Council to question any financial transactions as detailed within Appendix 1  
**189.2** Council to formally approve and authorise those payments as detailed within Appendix 1  
**189.3** Council to acknowledge scrutiny and acceptance of the previously circulated HSBC bank statements and corresponding bank reconciliations for January and February 2024  
**189.4** Clerk to update Council as to the re-appointment of Iona Edwards as internal auditor  
**189.5** Clerk to update as to the limited number of signatories to the Public Sector Deposit Investment Fund with Council moving to agree the appointment of additional signatories  
**189.6** Council to receive and review the Independent Remuneration Panel for Wales - Annual Report 2024/25, Appendix 3
- 190. Correspondence for January / February / March 2024**  
To acknowledge correspondence received and circulated to Councillors, as not otherwise referenced on the agenda, either for general consideration or to be highlighted by the Clerk or Councillors if further discussion and or action is deemed necessary, Appendix 2  
**190.1** Council to consider the correspondence received from Caffi Doti requesting permission to add advertising signage to the fencing at the community recreation field

**190.2** Council to consider the correspondence from Conwy CCBC regarding the proposed extension to footpaths 20 and 21 (Fairy Falls) under S.26 of the Highways Act 1980

**190.3** Council to consider the correspondence received from a resident regarding parking issues within the centre of the village

**190.4** Council to consider the correspondence received from a resident regarding ongoing flood damage to the all abilities footpath, adjacent to Gower Road

**191. Planning Applications**

Council to consider any applications received from Conwy County Borough Council or Snowdonia National Park Authority as circulated prior to the date of the meeting

**192. County Councillor Report / Adroddiad-y-Cynghorydd Sir**

A brief report from the C. Cllr. Elizabeth Roberts on matters of importance and interest to the communities of Trefriw and Llanrhychwyn

**193. Working Group Updates to Council - to receive and consider any update and/or recommendation as proposed and move to agree next steps**

**193.1** Village Hall Working Group to include:-

193.1.1 unauthorised parking and securing of the parking space, Appendix 4

**193.2** Cemetery Working Group

193.2.1 the completion of the agreed cemetery extension works by 31<sup>st</sup> March

**193.3** Village Hall Community Group

**194. Health and Safety**

**194.1** Council to receive verbal reports from members regarding the routine health and safety inspections undertaken where consideration and agreement by full Council is required to undertake remedial action

**194.2** Council to receive updates from members regarding any other issues of health and safety as identified within the wards and to consider and move to agree any remedial action and/or works that are required

**194.3** Council to receive an update following the partial removal of the basket swing equipment at the Gower Road Play Park and consider options to either reinstate or replace

**194.4** Council to discuss and look to agree the remedial works required to the area adjacent to the wooden bench seat at the Community Recreation Field

**195. Village Improvements**

**195.1** Council to receive updates from members regarding any remedial action and/or improvements as identified and to consider and move to agree a schedule of works

**195.2** Cllr Kelly to provide a progress update on the acquisition of the accessible roundabout for the Gower Road Play Park and seek confirmation from members to finalise the purchase

**195.3** Council to receive an update from Cllr Kelly regarding the refurbishment of the Places of Interest Sign

**196. Councillor/Clerk Training**

Council to note any training undertaken since the previous Council meeting and to consider and move to agree any further requirements

**197. External Meetings/Webinars**

**197.1** Council to receive an overview from the Clerk and/or those members who have attended external meetings/webinars/training sessions during the preceding month and move to agree any actions and/or processes that subsequently need to be considered or implemented

**197.2** Council to discuss any forthcoming meetings and webinars and, where appropriate, agree attendance and representation

**198. Community Engagement**

**198.1** Council to receive an update of any community engagement undertaken or planned

**198.2** Council to consider the continuation of the Community Coffee Mornings for the financial year 2024/25 and agree a schedule of dates

**198.3** CCBC Playing Out Sessions 2024 - Council to consider the request to provide full funding for either five summer play-out sessions (£1,400) or ten year-round sessions (£2,325)

**199. Community Skips and Removal of Refuse Bin**

**199.1** Council to consider alternative arrangements to provide some form of community skip for residents following Conwy CBC's decision to cancel the current service

**199.2** Council to consider the request from Conwy CBC to remove the refuse bin adjacent to Caffi Doti to reduce litter collections

**200. Clerk's 2023/24 Annual Leave**

Council to consider the Clerk's request for the balance of their annual leave entitlement to be rolled over and used in April 2024, given current workloads

**201. Next month's Agenda**

Councillors to present items to be considered for inclusion within the agenda of the next meeting. Any subsequent items to be presented for consideration and/or ancillary papers are to be received by the Clerk **no later than Friday, 5<sup>th</sup> April 2024**

**202. To confirm the date of the next meeting of the Council** as Tuesday, 16<sup>th</sup> April 2024 at 7.00 pm to be held at Trefriw Village Hall